

School Board Minutes
Montpelier Public School District #14
214 7th Ave
Montpelier, ND 58472
August 13th, 2025

Board Members Present: Scott Harms, Kelsey Naze, Daniel Koep, Tony Roorda, and Kyle Throener.
Absent: Wade Dally, and Abram Valenta.

Also Present: Superintendent Mr. Phil Leitner, Principal Sara Wilson, and Business Manager Amy Maurer.

Call to Order: The meeting was called to order at 6:00pm. The board was given the opportunity to recite the Pledge of Allegiance.

Agenda: Throener made motion, seconded by Roorda, to make the following changes to the agenda: 1) Add playground improvement discussion, 2) Take "Personnel" out of the consent agenda and move to the end of the meeting and add approval of CeCe Bear as Science Club advisor. The motion carried unanimously.

Consent Agenda: Roorda made a motion, seconded by Throener, to approve the consent agenda which included the following:

- a. Approval of the August bills and financial reports.
- b. Approval of minutes from the July 16th regular board meeting, as presented.
- c. Approve the open enrollment/non-tuition agreement for six students into the district from Jamestown.

Assuming a roll call vote, the motion carried unanimously.

Superintendent's Report: Supt. Leitner reported:

- Roof work on the 1914 building and cafeteria/kitchen/locker rooms have held up without leaking from the recent storm.
- We currently have 7 students signed up for Pre-Kindergarten.
 - 8 students are needed to receive \$30,000 Best in Class Grant
 - 11 students are needed to receive the \$60,000 Best in Class Grant. Hiring an additional staff member is required if we have 11 or more students.
- As of today, we have 94 students planning to attend school in grades K-12. Our school budget is based on 92 students in grades K-12.
- Title funding was finalized. We will receive around \$58,000. This is a fairly sizable cut from the past due primarily to the change in how NDDPI allocates the funds which is now based on the poverty level (based on government census) of who lives in the school district rather than who is actually attending school.
- Mr. Leitner attended the DPI Drilldown and Superintendent Mastery Roundtable. The most noteworthy topics focused on understanding the new property tax caps and other

law changes from the last legislative session. We will continue to work on these priorities throughout the year.

- He will be organizing a group of school/community members to draft a strategic plan during the first part of the year. It is hoped that we could have a plan completed by the end of the fiscal year.
- We are trying to decide what to do with our old mower. The mower has most likely exceeded its useful life. Taking it to Orr Auction was one idea.
- This week's professional development includes BARR training which is part of the ND Climbs grant, in-house training, and Safety Care training.

Principal's Report: Ms. Wilson reported that she has been working on planning duties and schedules for all staff, planning for her 504 Coordinator role, ordering supplies, lining up substitute staff, attended the Back-to-School Drilldown training, and creating testing schedules.

Medical Spending Flex: Roorda made a motion, seconded by Throener, to approve amending the district's Section 125 Plan to increase the employee annual medical spending flex contribution limit from \$2000 to \$2500 per year and to increase the allowable carryover from \$500 to \$660 per year. The motion carried unanimously.

School Handbooks: The board reviewed the 2025-2026 Handbooks for students, teachers, classified staff, substitutes and parents. The distribution method for the handbooks was discussed.

Student Engagement Survey Results: Mrs. Wilson reviewed with the board the 2024-2025 required Student Engagement Survey results. The survey is intended to gauge how engaged students are in their education behaviorally, cognitively and emotionally. They are categorized as committed, compliant or disengaged. Some grade levels showed a decline in engagement and some showed increased engagement. Focus will be on reenergizing participation, supporting emotional needs, and continuing cognitive momentum.

Policy Updates: The board did the second reading and discussed the following policies:

- A. Payroll Period
- B. Test Exemption-Rescind
- C. GDA-Personal Communication Devices-Rescind
- D. FFI-Personal Electronic Communication Devices
- E. GACB-Patriotic Exercises
- F. FFK- Suspension and Expulsion
- G. FFK-BR1- Suspension and Expulsion
- H. FGA- Student Education Records
- I. FGA-BR1- Student Education Records Access & Amendment Procedure
- J. BBBB- School Board Committee Scope and Purpose
- K. FFD- Possessing Firearms
- L. IDC-Data Protections and Security Breaches

Koep made a motion to approve the adoption of the new policies and rescinding of the old policies as listed above. Naze seconded. The motion carried unanimously.

2024-2025 Curriculum Committee Member Pay: Throener made a motion, seconded by Roorda, to pay the community and teaching members of the 2024-2025 curriculum committee the same per meeting rate as board members for their work on the curriculum committee. Roll call vote: Naze-yes, Harms-yes, Koep- abstain, Roorda-yes, Throener-yes. Motion carried.

Playground: A parent group that includes Kelsey Naze, Stephanie Naze, and Samantha Koep shared work they have done on a proposal to upgrade the school's playground with a focus on providing more activities for older elementary students. They are proposing a three-phase improvement plan to be paid primarily with fundraising/donations. Roorda made a motion, seconded by Throener, to refer the project to Building Committee. The motion carried unanimously.

Personnel: Throener made a motion, seconded by Koep to approve the following hires/personnel:

- Kris Kietzman music Lead Teacher \$1780 annual salary, and paraprofessional \$20 per hour.
- Hunter Heck as paraprofessional for \$20 per hour
- Linda Dockter -Co-BARR Coordinator- one additional contract day (20% FTE) pending approval from NDDPI-ND Climbs Grant
- CeCe Bear as 50% Science Club Advisor to be paid in accordance with the negotiated agreement pending approval of background check
- 2025-2026 Substitute Teachers: Laurie Brown, Sue Valenta, Joni Brandenburg, Ellen Anderson, Kelsey Naze, Curt Brown, and Julie Waldie

A roll call vote was taken. Koep-yes, Naze- Abstain, Roorda-yes, Harms-yes, Throener-yes.

Adjournment: The meeting adjourned at 7:50pm.

Scott Harms, Board President

Amy Maurer, Business Manager

Approval Date